



# Army Transition (Name Overview Center) (Title) (Date)



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## Two METL: Prepare/Connect



- The Soldier for Life - Transition Assistance Program (SFL-TAP), formally the Army Career and Alumni Program (ACAP), is the Army's transition program responsible for **"preparing"** Soldiers with the counseling, employment and education workshops, and seminars required to achieve Veterans Opportunity to Work (VOW) and Career Readiness Standards (CRS) mandated compliance in order to **"prepare"** them to the greatest post-military employment and education opportunities.
- Whereas, the Soldier for Life Program is the Army proponent for **"connecting"** Army, governmental, and community efforts to build relationships that facilitate successful reintegration of our Soldiers, Retired Soldiers, Veterans, and their Families in order to keep them Army Strong and instill their values, ethos, and leadership within the respective communities to subsequently **"connect"** them to the greatest employment and education opportunities.

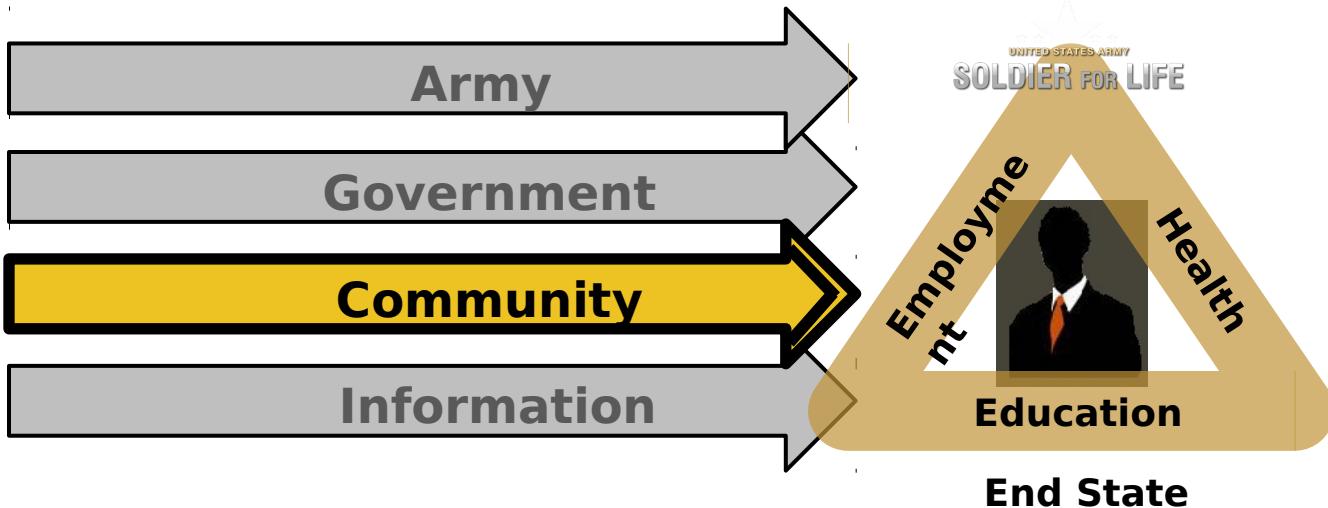


# Soldier for Life Overview



## 1. Mission:

Soldier for Life connects Army, governmental, and community efforts to build relationships that facilitate successful reintegration of our Soldiers, Retired Soldiers, Veterans, and their Families in order to keep them Army Strong and instill their values, ethos, and leadership within communities.



## 2. Objectives:

**Mindset:** Inculcate SFL mindset across our Army Family.

**Access:** Improve Soldier, Veteran and Family access to employment, education, and health.

**Relationships:** Encourage community relationships that embrace, support, and enable,

Soldiers, Veterans, and their Families.

**Trust:** Enable Army, government, and community efforts to sustain the premier



# Soldier Life Cycle



## 1 Start Strong

- Recruited from top 23%
- Professional IET
- Army Values
- Warrior Ethos



## 2 Serve Strong

### 2 Serve Strong

- Unit reception / Counseling
- Leader/ Soldier development through PME
- ACT / COOL / JST / Education Centers
- Credentialing
- eBenefits



## 3 Reintegrate Strong

### 3 Reintegrate Strong

- SFL-TAP
- Leader Responsibilities
- Network
- Community Resources



- VSOs / MSOs
- AUSA and Retiree chapters
- Community Leaders / Mentors
- Recommend Service to the next generation



# Transition Purpose and Associated Facts



- The Soldier for Life - Transition Assistance Program (SFL-TAP), formerly Army Career and Alumni Program (ACAP), is the Army's transition program responsible for providing Soldiers with the counseling, employment and education workshops, and seminars required to achieve Veterans Opportunity to Work (VOW) and Career Readiness Standards (CRS) mandated compliance.
- All Soldiers completing 180 days of continuous Active Duty service are required to meet the VOW/CRS requirements. Eligible Soldiers will begin receiving transition counseling and employment assistance 12-18 months prior to transitioning from Active Duty or 24 months prior to retirement.
- The program has counselors and staff world-wide, including mobile transition teams to support the National Guard and Army Reserves at both the home and demobilization stations. Our 24-hour/7-day a week (24/7) Virtual SFL-TAP Center is available at either [www.acap.army.mil](http://www.acap.army.mil) or 1-800-325-4715 respectively.
- The Army is currently renovating the way it transitions Soldiers from Active Duty in order to successfully “prepare” and “connect” them to meaningful employment and education opportunities.
- SFL-TAP is a “commander’s program” requiring direct leadership involvement during each Soldier’s transition process.



# Transition Soldier Life Cycle



## Overview

CRS introduced early and throughout a Soldier's career with touch points at the following:  
first duty station-home station drill/first year of service/reenlistments/deployment-mobilization/promotion/transition

Initial phase  
0-1 year

Service phase  
1+ years

Transition phase begins  
12-18 months prior to  
transition

| Initial Soldier Tasks<br>(officer and enlisted)           |
|---|
| At AIT/IET, receive MOS Credential/Information            |
| At AIT/IET, receive 8 hrs of Financial Readiness Training |
| Register for eBenefits                                    |
| Complete Self Assessment                                  |
| Develop a budget  |
| Develop IDP in ACT  |



**Annual Review**  
(Promotion, PCS, Life Events)  
Update IDP  
Assess Financial Resilience

CAREER  
DECISION POINT

**Reenlistm**  
- MOS Entswalk-Gap Analysis  
- Occupation Interest Self Assessment

CAREER



### **Careerist SLC (10+ years)**

-Prior to attending SLC, WOBC, or ILE, develop a resume and references list

### **RC unemployed/at-risk**

- Resume
- Attend Career Tracks (Education, Vocational/Technical, Entrepreneurship)

(1 yr after completing AIT or BOLC)  
Career Preparation

- Soldiers work toward their education or occupational goal through traditional education, technical training, MOS credentials, and military experience

| CRS during SLC  | CRS during Transition  |
|-----------------|--|
| IDP □ ITP       | Pre-Sep Counseling   |
| Budget          | DOLEW (job application/ job offer)                           |
| e-Benefits      | VA Benefits Briefings I & II                                 |
| Gap Analysis    | Career Skills  |
| Self Assessment | Career Tracks (school application/sch ool acceptance letter) |
| Resume          | AC to RC Continuum   |
| Credentials     | Capstone   |



# Individual Soldier Requirements for Transition



- All Soldiers must meet VOW/CRS compliance **prior** to the transition date on their DD Form 214.
- The final quality control for meeting CRS is “Capstone” and the requirements are as follows:
  - (1)\* Pre-separation Counseling (DD Form 2648-1)
  - (2)\* VA Benefits Briefings I & II
  - (3)\* Department of Labor (DOL) Employment Workshop (\*\*only exemption)-Receive DOL Gold Card
  - (4) Individual Transition Plan (ITP)
  - (5) VA eBenefits registration
  - (6) 12-month post-separation budget
  - (7) MOS Crosswalk-Gap Analysis
  - (8) Complete job application package OR received job offer letter
    - a. Private or Federal resume and references
    - b. Two submitted job applications
  - (9) Documented continued Military Service opportunity (AC only)
  - (10) Complete individual assessment tool
  - (11) Capstone with DD Form 2958
  - (12) Career Tracks (Accessing Higher Education, Vocational/Technical, Entrepreneurship) IAW Soldier’s ITP
    - a. Accessing Higher Education / Vocational/Technical Training; requirements are:
      - Assessment to identify aptitudes interests, strengths, and skills
      - Comparison of academic or training institution choice
      - College, university, or technical training application or acceptance letter



## Exemptions

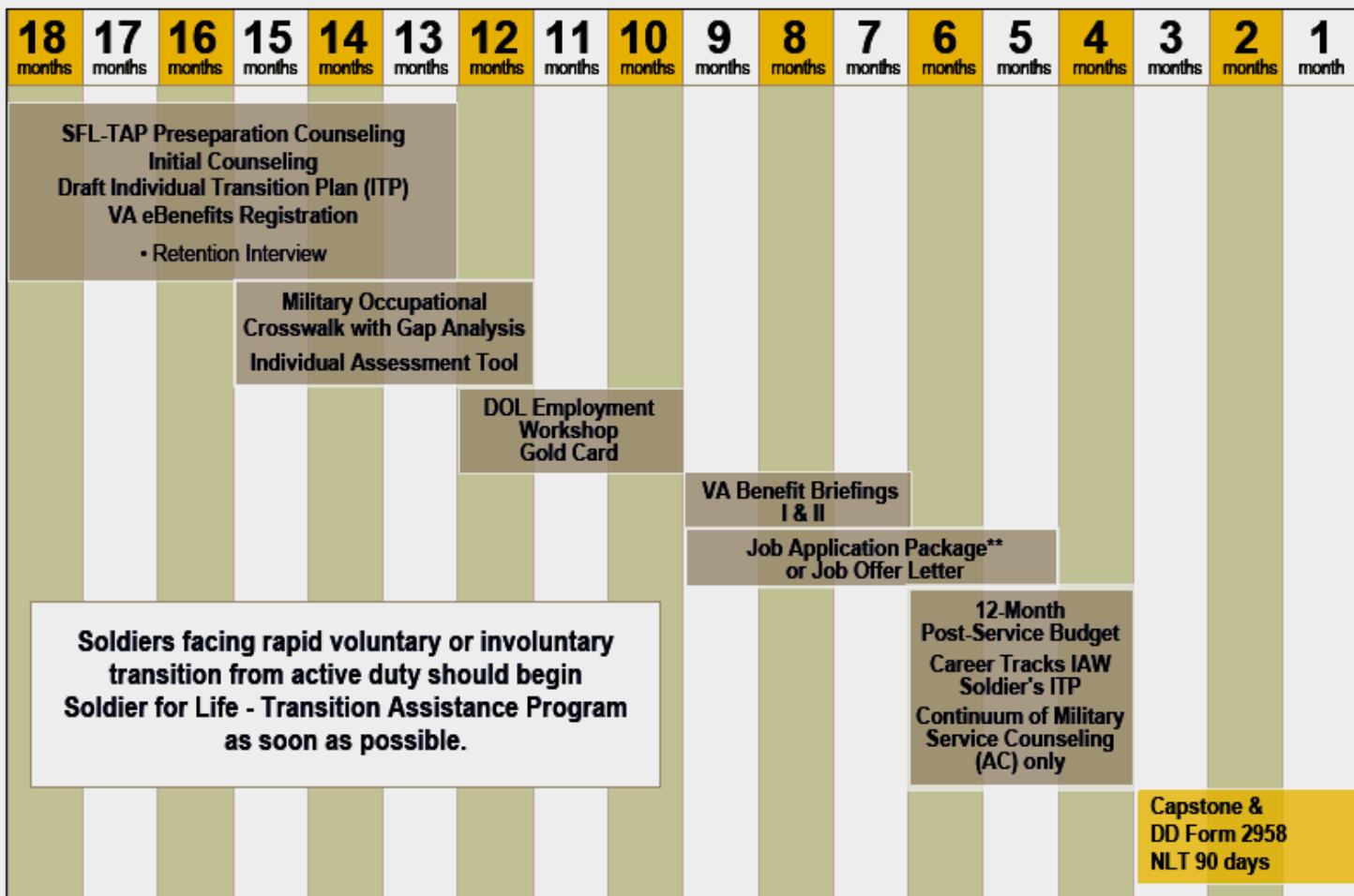
- Commanders or designees must document DOL Employment Workshop (DOLEW) exemptions on the Soldier's DD Form 2958 after confirming exemption criterion is met.
- Exemption\*\* criteria for the DOLEW include the following:
  - Soldiers retiring after 20 or more years of active federal service.
  - Soldiers after 180 days of consecutive Active Duty service, who have confirmed acceptance into an accredited career technical training, undergraduate, or graduate degree program; have confirmed employment; or have previously attended a DOLEW within the past 36 months.
  - Recovering Service members enrolled in Education and Employment Initiative (E2I) or similar transition program designed to secure employment, further education, or technical training.
  - Commanders with UCMJ authority within the Soldier's chain of command may waive mandatory participation for members possessing specialized skills who, due to unavoidable circumstances, are needed to support a unit on orders to be deployed within 60 days.



# Army Distributed Transition Timeline



## Army Distributed Transition Timeline\*



\* Recommended transition timeline to receive maximum benefit from program

\*\* Job Application Package consists of a resume of choice, references, and two submitted job applications.

All transition services represented here can be accessed face-to-face at your local ACAP Center, through ACAP Virtual Center ([www.acap.army.mil](http://www.acap.army.mil)) or at 800.325.4715.

Acronyms: Dept. of Labor (DOL), Dept. of Veterans Affairs (VA), Individual Transition Plan (ITP)



# ***Soldier for Life Connect Strategy***



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# Command Team's Responsibility



## Arrival at unit

- Ensure leaders develop and/or update Soldier's **Individual Development Plan**; document within Army Career Tracker (ACT) system.

## Soldier Life Cycle

- Encourage Soldiers to consult Army Continuing Education Services (ACES) for civilian education and Army Community Services (ACS) for family employment and finances/budget; and use Career Counselors for MOS Crosswalk-GAP Analysis, individual self assessment, and the Army Learning Management System (ALMS) to assist in military education and training.

## Transition Decision

- Support career counselor activities to the greatest extent in accordance with current policies and regulations.
- Eliminate stigma of transition decisions; support the Soldier.
- Continuously engage SFL-TAP personnel and use **ACAP XXI** reporting system to track transition data and make informed decisions on eligible Soldiers.

## Transition Actions

- Soldier must begin NLT **12 Months** prior to transition from active duty.
- Be aware of exemption policies and consult SFL-TAP **prior to exempting any Soldier**.
- Support Soldier in attending local TAP when available or use virtual services (remote duty or Reserve units not located near installation)



# **Successful Performance Indicators**



High performing command transition programs share three common performance indicators necessary to ensure VOW/CRS compliance:

1. A Commanding General Policy Letter and incorporated BDE/BN/CO Policy Letters.
2. A commander notification process identifying transitioning Soldiers eligible for SFL-TAP services.
3. Ensuring early and frequent Soldier engagement with SFL-TAP 12 - 18 months prior to transition.



# **Reinforcement of What Leaders Need to Do**



- Appoint a Unit Transition Point of Contact to work SFL-TAP requirements
- Ensure Soldiers create an Individual Development Plan, and the chain of command and career/education counselors review it.
- Run monthly 12 - 18-month loss rosters to identify eligible Soldiers and compare with ACAP XXI.
- Provide sufficient time to participate in the transition programs.
  - Pre-separation briefing online ([www.acap.army.mil](http://www.acap.army.mil))
  - Initial Counseling appointment (DD Form 2648/-1)
  - DOL Employment Workshop, VA Benefits Briefings I & II, Resume building and additional services
- Ensure Soldiers keep their appointments!



- ACAP XXI is the Army's system of record for a Soldier's transition activity.
  - Commanders will obtain the information necessary to effectively manage their Soldiers in transition by reviewing ACAP XXI reports.
  - Commanders and their designee(s) are authorized to receive monthly ACAP XXI commanders reports. Designee(s) can be anyone (military/civilian) the respective commander requires to be informed on Soldier transition activity.
  - Commanders must coordinate with their local SFL-TAP Center at ([Insert local email](#)) or the SFL-TAP Technical Support Center at [ACAPTechnicalSupport@serco-na.com](mailto:ACAPTechnicalSupport@serco-na.com) to receive ACAP XXI reports.

Note, commanders and their designees must provide their name, AKO user name, government email, UIC, unit name, and location information to register and receive monthly reports via email.



# Local Points of Contact



|               |            |               |                |
|---------------|------------|---------------|----------------|
| Primary POC   | Duty Title | Email Address | (502) 613-XXXX |
| Secondary POC | Duty Title | Email Address | (502) 613-XXXX |
| Alternate POC | Duty Title | Email Address | (502) 613-XXXX |